UNIVERSITY OF PLYMOUTH

Engineering and Physical Sciences Research Council

Role: ACTOR Technical Project Manager

Career Pathway: Professional

Grade: 8

Reports to: Professor Lars Johanning, Project Director

Direct responsibility for: ACTOR Project Software Engineer, ACTOR Technician

Context:

The ACTOR Technical Project Manager will be responsible for managing the technical delivery of ACTOR (At-sea Capability Testing for Offshore Renewables). This is a £38.9m five-year infrastructure project funded by the UKRI Infrastructure Fund. ACTOR fills a gap in the offshore renewable energy (ORE) development pathway, pushes the boundaries of Digital Twin (DT) technology, and provides a multi-disciplinary, multi-sector capability to deliver Net Zero goals in accelerated timeframes. ACTOR will establish an Offshore floating Laboratory (OffLab) and globally leading virtual ORE replicas (V-ORE) that are fully integrated (digitally twinned) to accelerate design and demonstration, enabling and de-risking the development of essential components and sub-systems of complex ORE technologies. The project is led by the University of Plymouth, in partnership with the Offshore Renewable Energy Catapult, Plymouth Marine Laboratory and the University of Oxford.

Role Purpose:

The post holder will be responsible for managing the technical delivery of ACTOR, ensuring that the infrastructure is delivered in line with plans and user requirements. They will work closely with the ACTOR Project Director, ACTOR Project Manager, EPSRC Director, EPSRC Project Manager and project Co-Directors. Line management is an important element of the role, as is technical leadership to the project team.

Key accountabilities:

- Be responsible for overseeing and coordinating all engineering activities undertaken in connection with the Project, including the design, construction, commissioning and ongoing technical performance of the facility.
- Act as the central point of coordination for the engineering and development of the Project, ensuring that all technical workstreams are aligned with the Project Plan

and delivered in accordance with applicable engineering standards and good industry practice.
- Manage Health and Safety plans and compliance throughout project development and infrastructure deployment.
- Provide clear direction towards certification processes, and focus design processes to industry standards.
- Work closely with engineers and technicians from project partners, including to facilitate the FEED and ensure integration between OffLab and V-ORE.
- Work closely with the ACTOR Project Manager to ensure interdependencies between workstreams are identified and managed.
- Coordinate and liaise with the project partners in relation to the technical and engineering aspects of the project, ensuring effective collaboration across disciplines and work packages.
- Provide technical input and advice to the Project Director and the Project Manager in relation to engineering matters affecting the progress, cost or risk profile of the project.
- Report to the Management Board on the technical progress of the project, including the status of engineering milestones, technical risks and any proposed variations to the technical scope.
- Review and, where appropriate, approve technical specifications, designs and engineering deliverables produced in connection with the project.
- Put the appropriate processes are in place to ensure we are working to high standards at all stages of design and delivery.
- Identify and escalate to the Project Director and the Management Board any technical risks, issues or dependencies which may have a material impact on the delivery of the Project.
- Work alongside the Project Manager and the Project Director to ensure that the engineering and development activities are delivered within the budget and timelines set out in the Project Plan.
- Work with the Project Manager to ensure smooth procurement processes.
- Work closely with contracted companies to enable progress and identify risks and possible delays at an early stage.
- Line manage two direct reports, and mentor junior colleagues.

General:

- Raises the positive profile and good reputation of the University through acting in an ambassadorial and representational capacity in engagements locally and nationally acting with all due sensitivities to the communities involved.
- Develops processes, procedures and policies that support strategic business needs and maintain compliance, and deliver on the commitment to continuous improvement.
- Ensures all activities undertaken are in compliance with the University's Safety Policy
- All activities undertaken within this role will be compliant with the University's policies, including Health & Safety, Equality and Diversity, Ethics, Data Protection etc.

University of Plymouth Behaviours:

- Demonstrates Self-Leadership
- Develops self and others to deliver
- Leads and operates in times of change and ambiguity
- Builds and secures value from relationships
- Drives innovation and action
- Creates and contributes to a shared vision
- Uses sound business judgement

- *This job description provides a general reflection of the key accountabilities associated with the post, and you may be expected to take on other reasonable activities to assist in efficient service delivery.*
- *Emphasis on specific accountabilities and indicators of success will be agreed as part of your PDR.*

PERSON SPECIFICATION

Criteria	Essential	Desirable
Knowledge, education and training:		
Educational attainment at higher education level in engineering or relevant technical discipline (or demonstrable equivalent experience)	**X**	
Higher degree in engineering or relevant technical discipline (or demonstrable equivalent experience)		**X**
Advanced working knowledge of Microsoft Office packages	**X**	
Project or Programme Management qualification		**X**
Chartered status or working towards chartered professional membership in a relevant discipline		**X**
Knowledge of offshore engineering		**X**
An understanding of certification processes	**X**	
Familiarity with offshore structures and navigational risks		**X**
Experience:		
Proven experience of managing complex technical or engineering projects, ensuring completion on time and within budget	**X**	
Experience of overseeing design and manufacturing processes, managing projects in all phases from the FEED through to installation/operation	**X**	
Experience of Health and Safety, ideally in an offshore environment	**X**	
Experience of managing, mitigating and communicating project risks		
A track record of management and team development, creating a positive culture with high standards		
Significant relationship management experience. Evidence of influencing ability, building and sustaining strong relationships at a senior level that have delivered clear outcomes	**X**	
Experience of tender management and procurement in the context of engineering/construction projects	**X**	
Proficiency with digital tools and technical documentation	**X**	
Experience of working closely with contractors, managing relationships to ensure delivery on time and to spec	**X**	
Skills:		
Excellent interpersonal skills with the ability to build productive relationships with both academic and professional staff, and with external stakeholders	**X**	
Strong organisational skills with the ability to prioritise, multi-task and delegate	**X**	
Ability to clearly communicate technical concepts within the project team	**X**	
Excellent verbal and written communication skills	**X**	
Ability to develop innovative ideas into action	**X**	

Please note that this role is subject to final funding agreement.

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